



City of Biggs

Agenda Item Staff Report for the Special City Council Meeting: June 6, 2011 6:00PM

DATE: June 1, 2011
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator/Finance
SUBJECT: Financial Auditor Proposals (Discussion/Action)

City Administrator will report on responses received to the City's recent issuance of a Request for Proposals (RFP) for outside auditor services. Council/Mayor may appoint a committee to review the proposals and make a recommendation to the full Council.

Background

Independent outside auditor services are typically provided on a three-year contract basis. 2010 marked year three for Smith & Newell CPAs.

RFP was issued May 3 with a June 1 response deadline. It was mailed to 16 CPA firms and posted online. As of 5pm on June 1 several proposals were received in response to the RFP.

Administrator will perform an initial review of the proposals and advise the council. A committee may be appointed to conduct a more thorough review, check references, and make a recommendation to the full Council.

Attachments: None

Recommendation

Appoint a committee to review auditor proposals.

Fiscal Impact:

N/A